

MICHIGAN DEPARTMENT OF COMMUNITY HEALTH (MDCH) INTERNSHIP PROGRAM
INTERNSHIP DESCRIPTION FORM

INTERNSHIP HOST INFORMATION		
State Department / Agency: MDCH		
Administration / Office: Office of Health Services Inspector General		
Location of Internship: Lansing, MI		
Intern Supervisor's Name(s): Stacie Sampson		
Intern Supervisor's Title(s): First Assistant Inspector General		
Intern Supervisor's Phone: 517-335-9510		Intern Supervisor's Email: sampsons2@michigan.gov
APPROVAL		
Supervisor Approval <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Approving Supervisor Name (signature not required): Beau Hill
INTERNSHIP SCHEDULE		
Internship Time Period: Winter/Spring (Jan - Apr) - 2012		Internship Hours Requested Per Week: Negotiable
PREFERRED EDUCATION		
Major / Minor: Law Student - Research & Development		
Level of Education: Open to Undergraduates and Graduates		
Preferred Skills / Qualifications: <ul style="list-style-type: none"> Strong legal research, writing, and analytical skills; statutory and procedural knowledge; knowledge of computer applications (Microsoft Office, Powerpoint); ability to prepare documents and presentations; and excellent communication skills. 		
Through this internship, student intern will develop or further strengthen the following competencies:		
<input checked="" type="checkbox"/> Adaptability	<input type="checkbox"/> Continuous Learning	<input type="checkbox"/> Initiating Action
<input checked="" type="checkbox"/> Building Strategic Working Relationships	<input checked="" type="checkbox"/> Contributing to Team Success	<input checked="" type="checkbox"/> Innovation
<input checked="" type="checkbox"/> Building Trust	<input type="checkbox"/> Customer Focus	<input checked="" type="checkbox"/> Planning & Organization
<input type="checkbox"/> Coaching	<input checked="" type="checkbox"/> Decision Making	<input type="checkbox"/> Tech/Prof Knowledge & Skills
<input checked="" type="checkbox"/> Communication	<input type="checkbox"/> Follow-Up	<input checked="" type="checkbox"/> Work Standards
INTERNSHIP DESCRIPTION		
Internship Title: Legal Intern - Suspensions/Terminations Project		
Intern Responsibilities / Projects: <ul style="list-style-type: none"> Help design and establish standards and practices for the suspension and termination of health services providers from the Medicaid program in compliance with the Social Welfare Act, Title XIX of the Social Security Act, and related administrative rules and departmental policies. Help design and implement a process for identifying Medicaid providers suspected or convicted of crimes requiring suspension or termination from the Medicaid program in accordance with applicable laws, rules, and regulations. Provide legal research, analysis, and counsel regarding applicable State and federal laws, rules, and regulations regarding provider suspensions, terminations, and exclusions. 		
APPLICATION PROCESS		
Submit: 1) internship application, 2) résumé, and 3) cover letter to the appropriate Internship Coordinator.		

MICHIGAN DEPARTMENT OF COMMUNITY HEALTH (MDCH) INTERNSHIP PROGRAM
INTERNSHIP DESCRIPTION FORM

Administration	Coordinator	E-mail
Public Health	Stella Christian	ChristianS@michigan.gov
Behavioral Health & Developmental Disabilities	Jan Zwarka	ZwarkaJ@michigan.gov
Medical Services	Trena Larner	LarnerT@michigan.gov
Policy & Planning	Shelly Murrell	MurrellS@michigan.gov
Operations	Nancy Houts	HoutsN@michigan.gov
Other	Shelly Murrell	MurrellS@michigan.gov

For more information about the Michigan Department of Community Health Internship Program,
Please visit: www.michigan.gov/mdch/careers -click on Internships